

TRANSMITTAL SLIP		DATE	5 Jan 87
TO:			
ROOM NO.	BUILDING		
REMARKS:			
<p>MS/DA <u>DN</u> 05 JAN 1987</p> <p>SSA/DDA <u>[Signature]</u></p> <p>EXA/DDA <u>for</u></p> <p>ADDA <u>12 JAN 1987</u></p> <p>DDA <u>[Signature]</u> 13 JAN 1987</p> <p>DDA/Registry</p> <p><i>B - mon</i> <i>refuge</i> <i>ref</i> <i>* To</i> <i>add. as</i></p>			
FROM:			
ROOM NO.	BUILDING	EXTENSION	

FORM NO. 241
1 FEB 56

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Acquisition of Commercial Parking in Rosslyn

FROM:

Edward J. Maloney
Director of Information Technology
2D00 Hqs

EXTENSION

NO.

OIT 1074-86

DATE

80 DEC 1986

OIT/TRIS
LOGGED

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Date a file opened or closed after each comment.)

01 - SSA

RECEIVED

FORWARDED

13 JAN 1987

ad

01 - 1 - *Concur*
Attachment make them care
I have appended the # at your
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*required.*1. DDA
7D24 Hqs

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SSA / DDA

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FILE 45-13

OIT/2713

OIT 1074-86

30 DEC 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Edward J. Maloney
Director of Information Technology

SUBJECT: Acquisition of Commercial Parking in Rosslyn

REFERENCE: Chief, Intelligence Information Systems Group/OIT
Memorandum dated 15 December 1986; Same Subject

1. Action Requested: Your approval is requested for the acquisition of commercial parking space in the Rosslyn area for OIT personnel.

2. As stated in the referent memorandum (copy attached), OIT finds itself lacking 27 parking spaces in the Rosslyn area. OIT is prepared to fund the cost for the annual rental of these spaces. The cost will not exceed \$28,000 per annum. Further, we are prepared to participate in the leasing program which currently is being administered by the Office of Logistics. We will insure that the spaces will be allocated equitably and in the same manner as all our other parking spaces. Finally, we will review the effectiveness of the parking space acquisition twelve months after approval in order to ensure that the program has its desired effect.

[Signature Box]

Edward J. Maloney

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APPROVED: [Signature Box]

Deputy Director for Administration

14 Jan 87
Date

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1. See attached justification.
2. *Provided (a) that this special action be reviewed in December 1987 with a view to determining if it had the desired effect and (b) that the requesting organization pay for the parking acquired for this action.

33 2723, AS

SAF-E240-86
15 December 1986

MEMORANDUM FOR: Director of Information Technology

FROM:

Chief, Intelligence Information Systems Group

SUBJECT: Acquisition of Commercial Parking in Rosslyn

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1. Action Requested: This memorandum requests your approval for the acquisition of commercial parking space in the Rosslyn area for the Intelligence Information Systems Group to include the Consolidated SAFE Program Office staff.

2. BACKGROUND: Intelligence Information Systems Group has conducted a survey at the building to determine the number of employees, no matter the grade or position, who would utilize leased commercial parking if available. Those employees with valid permits to park in Ames are excluded from the survey. Using cost figures provided by recent Office of Logistics, Real Estate and Construction Division surveys for commercial parking in Rosslyn, we arrived at a cost of \$1,042 per space cost. The CSPO staff complement is divided into 15 slots for DIA employees and slots for CIA employees, for a total of 46 slots. We currently have 19 assigned parking permits for the Ames building, leaving a shortage of 27 spaces.

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3. The parking in Rosslyn has been a recurring problem in our recruitment activities. Potential employees are unwilling to pay the current rates to park their cars when serving in a Rosslyn assignment. This is especially true for middle and lower graded people whose incomes are dramatically affected by up to \$100 per month parking charges. It is important to remember that Agency employees do exercise an element of choice over their assignments. Junior people, such as clericals and secretaries, are refusing assignments and vacancy notices for Rosslyn assignments go unanswered with the plethora of other vacancies within OIT and our Rotational Program. We cannot attract much needed, experienced personnel to a Rosslyn assignment. IISG currently has 15 vacancies at all grade levels thru GS-15. The Directorate of Intelligence is not getting the support it needs on SAFE and the OSWR program as a result. We must staff up and remove as many barriers as we can to make an IISG assignment attractive to all.

SUBJECT: Acquisition of Commercial Parking in Rosslyn

4. Allocation of commercial spaces will not be made arbitrarily. Grade and position will not be the determining factor. We will assign government-leased spaces to personnel who are called upon most often to provide time sensitive operational support. Allocation responsibility will be assigned to division chiefs at Ames who have first hand knowledge of activities. Employees required, by the nature of their work, to travel constantly in and out of Rosslyn using their POVs will receive first consideration. This standard will be used when new employees arrive and assignments are shifted.

6. In summary, it is my assessment that using the justifications contained above, especially the recruitment and retention of key people, my request for leased parking spaces justifies approval. Accordingly, I request your support to petition the DDA for approval to lease these commercial spaces for a cost NTE \$28,000 per year.

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CONCUR:

Director of Information Technology

12-18-86
Date

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